Out-of-State Institutions and
In-State Proprietary Institutions Offering Instruction in Indiana
with a Physical Presence in the State

DEGREE APPLICATION
(*New or Renewal program*)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution   **Harrison College—Indianapolis (Downtown)/Online**

Name of Program   **Information Technology Leadership**

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.)   **BS**

Name of Person Preparing this Form   **Jeffrey Biltz**

Telephone Number   **317-447-6063**   **Application Type**

Date the Form was Prepared   **7/1/2015**   **Initial**   or   Renewal
(Revise date after any revision)   Revised: 7/10/2015

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Information Technology Leadership program is designed to provide a strong foundation in both business and technology skills that are core essentials in information technology careers. It combines basic business concepts, interpersonal communication, customer service skills, and standard applications training with technical skill in the areas of hardware fundamentals, networking fundamentals, and operating systems. Students will also have the opportunity to develop leadership and business skills, as well as an understanding of professional aptitude within the business environment. This program helps provide the necessary skills for students to start their careers as professionals in the information technology industry.

II. PROGRAM STRUCTURE: List all courses in the program. Indicate course name, course number, and number of credit hours or clock hours for each course.

Name of Program: _____ **Information Technology Leadership**

Total Course Hours: **180**   Check one: Quarter Hours   **X**

Semester Hours _____

Clock Hours _____

Tuition: **$72,800**   Length of Program: **48 Months**

SPECIALTY COURSES:

Course Number	Course Title	Course Hours
BUS1000	Principles of Business	4
BUS1010	Business Law	4
BUS2000	Business Communication	4
HR2100	Human Resource Law	4
HR3400	Human Resource Management	4
ITS1000	Introduction to Technical Computer Concepts	4
ITS1500	Computer Systems & Emerging Technologies I	4
ITS1505	Computer Systems & Emerging Technologies II	4
ITS1550	Computer Network Infrastructure	4
ITS1560	Computer Network Infrastructure II	4
ITS1650	Help Desk Procedures	4
ITS1660	Customer Service Skills for IT Technicians	4
ITS1680	CompTIA IT Fundamentals Certification	4
ITS2000	Windows Administration	4
ITS2010	Windows Enterprise Desktop Support	4
ITS2300	Strategies & Ethics for the IT Professional	4
ITS3100	Information Systems Management	4
ITS4660	Wireless Security	4

MGT2000	Management	4
MGT3000	Business Ethics	4
MGT4100	Managing in a Global Environment	4
MGT4650	Strategic Management	4
ELECTIVE	Professional Elective/Concentration I	4
ELECTIVE	Professional Elective/Concentration II	4
ELECTIVE	Professional Elective/Concentration III	4
ELECTIVE	Professional Elective/Concentration IV	4
ELECTIVE	Professional Elective/Concentration V	4
ELECTIVE	Professional Elective/Concentration VI	4

GENERAL EDUCATION/LIBERAL ART COURSES:

Course Number	Course Title	Course Hours
COM1050	Composition I	4
COM2060	Composition II	4
ECN2000	Macroeconomics	4
ECN3100	Microeconomics	4
HUM1500	Introduction to Humanities	4
MAT1500	Introductory Algebra	4
MAT2000	College Algebra	4
POL2000	American Government	4
PSY1060 OR	Psychology	
SOC1050	Sociology	4
PSY2000	Critical Thinking and Problem Solving	4
SOC2030	Organizational Behavior	4
SPC1010	Presentation Skills	4
ELECTIVE	SCIENCE Elective 1	4
ELECTIVE	SCIENCE Elective II	4

FOUNDATION COURSES:

Course Number	Course Title	Course Hours
CD1000	Career Development	0
CPU1000	Computer and Office Automation	4
INF1100	Information Literacy	2
GS1000	Success Strategies	6

Number of Credit/Clock Hrs. in Specialty Courses: 112 / 180   Percentage: 62%

Number of Credit/Clock Hrs. in General Courses: 68 / 180   Percentage: 38%

If applicable:
Number of Credit/Clock Hrs. in Liberal Arts: /   Percentage:

1. **Location of library; Hours of student access; Part-time, full-time librarian/staff: INDIANAPOLIS DOWNTOWN/ONLINE**

   Location: The library is located on the campus at: 550 East Washington Street, Indianapolis, Indiana.   All Harrison College students can also retrieve library resources and services from the library website accessible at all times from any web-connected computer. The library website at www.harrison.edu/library features links to a materials catalog and the online resources.

   Hours : The library is fully staffed Monday – Thursday 8:00 AM – 8:00 PM and Friday 8:00 AM – 2:00 PM. In addition, live online librarian staffed chat reference is available Monday – Thursday 8:00 AM – 6:00 PM and Friday 8:30 AM – 3:00 PM , plus Saturday from 9:00 AM – 1:00 PM and Sunday evenings, 5:00 PM – 9:00 PM.

   Staff: One full-time librarian is available in the library with the assistance of one work study student at 25 hours per week to cover extended evening hours. Students are also served by over 13 full time professional librarians from other Harrison College campuses who participate cooperatively in live chat and email reference, resource and collection development, and delivering instructional presentations.

2. **Number of volumes of professional material:**

   The physical collection represents over 2500 titles, picked specifically to support the program areas offered locally. This collection includes both circulating and reference materials. In addition, the library offers direct access to over 47,000 full-text e-Books. Students also have access to additional resources though our Interlibrary Loan service from other institutions.

3. **Number of professional periodicals subscribed to:**

   The campus subscribes to 15 print journals chosen to support the various program areas, to meet the general education requirements of this campus, and to promote life-long learning. Students also have access to thousands of full-text periodicals available electronically through various database subscriptions, including: EBSCO, ProQuest,

LexisNexis, and Gale.

4. **Other library facilities in close geographical proximity for student access:**
    The Indianapolis Public Library Central Library is approximately 1.3 miles from the
    campus. There are 23 branches of the Indianapolis Public Library located throughout the
    city and county as well as an online catalog and databases available to card holders.

    The Indiana University Purdue University Indianapolis (IUPUI) University Library is located
    1.8 miles from the campus. As a state supported institution their library collections are
    available to all Indiana residents.

IV. FACULTY: Indianapolis (Downtown)/Online
 Attach completed Instructor's Qualification Record for each instructor.
** Include all required documentation **pertaining to the qualifications of each instructor**

| Total # of Faculty in the Program: | 3 | Full-time: | 1 | Part-time: | 2 |

Fill out form below: (PLEASE LIST NAMES IN __ALPHABETICAL__ ORDER.)

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check one:	
					Full-time	**Part-time**
Dellacca, David	M.S.	12	3	9		X
Milliner, Sean	M.S.	14	3	11	X	
Newell, Mike	M.S.	10	12	0		X

Supplementary Information on
Licensure, Certification, and Accreditation

Institution: **Harrison College**
Degree Program: **Information Technology Leadership BS**
Locations: **Indianapolis (Downtown)/Online**

State Licensure
Does a graduate of this program need to be licensed by the State to practice their profession in Indiana and if so, will this program prepare them for licensure?

Graduates of this program do not need to be licensed by the State to practice their profession in Indiana.

If so, please identify
The specific license(s) needed:
The State agency issuing the license(s):

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Professional Certification
What are the professional certifications that exist for graduates of similar program(s)?

Will a graduate of this program be prepared to obtain national professional certification(s) in order to find employment, or to have substantially better prospects for employment, in a related job in Indiana?

Graduates of this program do not need national professional certification in order to obtain employment in the field.

If so, please identify
Each specific professional certification:
The national organization issuing each certification:

Please explain the rational for choosing each professional certification:

Please identify the single course or a sequence of courses that lead to each professional certification?

Even though professional certification is not required for employment in the field, there are national recognized professional certifications available.

- ITS 1660, ITS1500 & 1505, and ITS1550 & 1560— CompTIA IT Fundamentals, A+, and Network+ certifications. CompTIA is the leading provider of vendor-neutral IT certifications in the world.

Thousands of companies depend on CompTIA standards to provide a reliable predictor of employee success.

- ITS2010 & ITS2000—Microsoft Windows Enterprise Desktop & Windows Server certification

Professional Industry Standards/Best Practices
Does the program curriculum incorporate professional industry standard(s) and/or best practice(s)?

If so, please identify
The specific professional industry standard(s) and/or best practice(s):
The organization or agency, from which the professional industry standard(s) and/or best practice(s) emanate:

Any course within this program that includes networking concepts (ITS1500, ITS1505, ITS1550, ITS1560, and all ITS Professional Electives) are based on the Institute of Electrical and Electronics Engineers (IEEE) 802.x technology standards. All ITS courses, except ITS2300, also utilize aspects of the Information Technology Infrastructure Library (ITIL) which is a set of practices that align IT services with the needs of business. ITIL describes processes, procedures, tasks, and checklists that are not specific to any one organization, but can be applied by any organization needing to maintain a minimum level of competency. ITS2300 class is based on the Association of Information Technology Professional's Code of Ethics and Standards of Conduct.

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Program Accreditation
Does this program need specialized accreditation in order for a graduate to become licensed by the State or to earn a national professional certification, so graduates of this program can work in their profession or have substantially better prospects for employment?

The state of Indiana does not require specialized licensure or certification to work in the Information Technology field, therefore specialized accreditation for the Information Technology program is not required.

If so, please identify the specialized accrediting agency:

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Transferability of Associate of Science Degrees
Since CHE/BPE policy reserves the Associate of Science designation for associate degrees whose credits apply toward meeting the requirements of a related baccalaureate degree, please answer the following questions:

Does a graduate of this A.S. degree program have the option to apply all or almost all of the credits to a related baccalaureate degree at your institution?

Not applicable to this program.

If so, please list the baccalaureate degree(s):

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Job Titles

List specific job titles and broad job categories that would be appropriate for a graduate of this program:

- Help Desk Technician
- Desktop Support Analyst
- Network Support Analyst
- Network Administrator